

D R A F T

Approved For Release 2002/06/14 : CIA-RDP82-00490R000100020002-3



STATINTL

Mr. John Doe
0000 N. Zero Street
McLean, Virginia 22101

Dear Mr. Doe:

A number of changes have been made in the organization of our Civilian Reserve program which require a reduction in the membership. Although a smaller program will be maintained by one component, the centralized program of which you are a member is being phased out.

We deeply appreciate your past interest and your willingness to assist if needed. Please accept my thanks, on behalf of the Director of Personnel, for your participation in the program.

Sincerely,



Reserve Affairs Officer

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☐ UNCLASSIFIED☐ INTERNAL
ONLY☐ CONFIDENTIAL☐ SECRET

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

EXTENSION

NO.

DC/MMPD

DATE

14 June 1972

STAT

TO: (Officer designation, room number, and building)

DATE

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. DD/Pers/R&P
5 E 67, Headquarters2. Director of Personnel
5 E 56, Headquarters

3.

4.

5.

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11.

12.

13.

14.

15.

STATINTL

STATINTL

DC/MMPD

Approved by D/Pers &
Concurred in by Central
Cover Staff and CS PS,
DD/P. We will start
sending it out as soon
as [] completes
his screening of the
Reservists to determine
which ones they want
to invite to participate
in the CS Reserve

25 July 72

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FORM
3-62

610

USE PREVIOUS
EDITIONS☐ SECRET☐ CONFIDENTIAL☐ INTERNAL
USE ONLY☐ UNCLASSIFIED